



Wisconsin Department of Corrections

Governor Scott Walker | Secretary Cathy A. Jess

MEETING MINUTES

DOC Breach Incident Response Team

August 22, 2018

2:00 p.m.

DOC Central Office

3099 E. Washington Ave.

Madison, WI

First Floor, Room 1M-C

(Check in at Reception desk)

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The DOC Breach Incident Response Team will meet to review new filings of the DOC-2721 (Privacy Breach Incident without Protected Health Information Report by Supervisor) and possibly determine a response recommendation. The Team may go into closed session pursuant to Wis. Stats. 19.85 (f) to consider the medical or personal information of specific persons, and for preliminary consideration of specific personnel problems, and/or Wis. Stats. 19.85 (g), to confer with legal counsel for advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Agenda

I. Welcome.

In attendance: Linda Eggert, Division of Management Services; Makda Fessahaye, Office of Legal Counsel; Mike Saunders, Division of Adult Institutions; Donna Harris, Division of Community Corrections, by phone.

New Privacy Protection Team member Tom Johnson attended but only to observe.

- II. Review new DOC-2721 reports, including #2018-015 and #2018-016 Bureau of Personnel and Human Resources, Division of Management Services.

BIRT reviewed #2018-015 and voted unanimously to recommend no further action.

BIRT reviewed #2018-016 and voted unanimously to recommend DOC notify the affected individuals of the incident.

- III. Adjourn.

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC AND MAY BE CANCELLED WITHOUT NOTICE

Times listed for meetings items are approximate and depend on the length of discussion. In order to confirm a meeting or to request a complete copy of the agenda, please contact the listed contact person.

ACCESSIBILITY: Any person wishing to attend who requires special accommodations should contact the person listed above before the scheduled meeting time.